Town of Dovre Meeting Minutes for Regular Meeting

Tuesday, August 15, 2023

The Dovre Town Board met at 6:00 p.m. on Tuesday, August 15, 2023, at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Names of people present at the meeting are on file with the Clerk/Treasurer.

1. Chairman Hanson called the meeting to order at 6:00 p.m.
2. Supervisors: Allen Nyhagen – present, Diane Vaughn – present, and Chairman Mitch Hanson – present. Also, Present - Clerk/Treasurer – Louise Cody; Patrolperson – Jason Harelstad
3. Pledge of Allegiance
4. Motion by Chairman Hanson to approve the agenda with the changes to add 14f and 14g to the building report. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.
5. Public Input: Al Albrecht noted a garage is being built on the east side of Church Road.
6. Building Inspector Report: Caleb Trowbridge 209 26 ¾ St. Addition Underground in, slab poured

Pat Krueger 253 25 ½ St. Dwelling

The trailer on 5th Ave was sent a letter of noncompliance. There was a second letter sent about coming to the board if the landowner wanted to state his or her case. Our manufactured home ordinance cannot be more restrictive than the WI Housing Alliance. WI Housing Alliance is willing to work with the town on developing an acceptable ordinance. The mobile home on 5th Ave still violates the 2 residences on one parcel. Supervisor Hanson will contact Mark Stanley from the county about the noncompliance so that a septic permit is not issued.

1. Motion by Supervisor Vaughn to approve minutes of the July 13th regular meeting. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.
2. Motion by Supervisor Nyhagen to accept the Financial Report. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
3. Motion by Chairman Hanson to accept the Treasurer’s Report. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.
4. Set Date for Next Meeting: Tuesday, September 12, 2023, 6:00 pm with road review at 5:00
5. Town Patrolperson Report: Patrolman Harelstad states Don Hanson stopped in for a building permit. The cordless Milwaukee drill died, and he will get estimates to repair or replace. Dave Hovland stopped with documents found at Arlene Hovland’s home. Clerk/Treasurer Cody will go through them to make sure that the permanent records are preserved. Patrolman Harelstad will like to add some part-time help.
6. Discussion and action on driveway permit: Motion by Supervisor Nyhagen to approve two driveway permits for Mark Blaha. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
7. Reports
	1. Fire and Ambulance Report: New Auburn Fire had their raffle and raised over $15,000. They plan on purchasing LUCAS devices. Chetek ambulance is starting their budget work.
	2. Supervisor Vaughn – has been working with Access Security and signed up for the virtual town workshop.

Supervisor Nyhagen – watched the road work being completed on 29th St.

Chairman Hanson – looked at roadwork being completed.

c. Clerk/Treasurer Report: audit is complete, Patrolman Harelstad is signed up for WRS, the credit card has been updated so Clerk/Treasurer Cody is the authorized owner and Patrolman Harestad has a card.

1. Old Business
2. Discussion and possible action on hall roof repair is tabled until Chairman Hanson reaches out to the company with some questions.
3. Discussion and possible action on Election official integrity, donations, and grants ordinance is tabled until Chairman Hanson discusses it with the attorney.
4. Discussion and possible action on shop improvements is completed and can be removed for next month.
5. Discussion and possible action on request for waterline under the road. Chairman Hanson talked to Paul Mum and is working with attorney. Paul Mum must pay for attorney and engineer fees. The attorney suggested the town request $3000 upfront for costs and a $10,000 bond. Paul Mum decided not to go forward with the project.
6. Discussion and possible action on Building permit/subdivision ordinance. The board would like to see language in the ordinance with a limit of 10% lots per 40 acres. Specs for the road structure and to specify that the 2 acres does not include the center line and right of way.
7. Discussion and possible action on Manufactured homes ordinance is tabled and the town will work with the attorney with the ordinances in place along with the information provided by Daryl Dostal.
8. Report and discussion and possible action on 5th Ave building permit update: Supervisor Hanson will reach out to Mark Stanley with the county about the noncompliance.

1. New Business
	1. Discussion and possible action on Cheryl White 1st Ave subdivision/CSM is tabled until the board can inspect the changes requested.
	2. The credit card updates and changes have been completed by Clerk/Treasurer Cody.
	3. Discussion and possible action on 29th St Beaver Creek bridge test & findings. Motion by Chairman Hanson to authorize a study of the 29th St bridge to determine if it qualifies for the new bridge replacement program at the cost of $1500. Second by Supervisor Nyhagen. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

* 1. Discussion and possible action on Access Security settings. After discussion, it was decided that the set hours for the system would be Monday through Thursday, 6:00 – 4:30 and Supervisor Vaughn will enter access codes for authorized personnel.
	2. Art Harelstad asked if Jerdet road would qualify for the bridge program.
	3. At 7:07 pm, Supervisor Vaughn motions to enter Closed Session19.85(1)(e) for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Negotiating price for engineering firms.
	4. And for Wisconsin Statute 19.85 (1)(c) for purposes of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Review of Clerk/Treasurer. Second by Supervisor Nyhagen. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

At 7:39 pm, Supervisor Vaughn motions to reconvene into open session. Second by Supervisor Nyhagen. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

* 1. Discussion and possible action on designating engineering firms. Motion by Supervisor Hanson to designate MSA as the town’s engineering firm. Second by Supervisor Vaughn. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

1. Other Administrative Matters
	1. 14a, b, e, f, update on 14g; 15a, c; Patrolperson Harelstad WISLR training
	2. Motion by Supervisor Nyhagen to authorize the payment of bills. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
2. Chairman Hanson motions to adjourn at 7:43 pm. Supervisor Vaughn seconds. Motion carried, unanimous yes vote.